INDEX TO VOLUME 7

JULY TO DECEMBER, 1949

author and subject. Abbreviations used in this	College endowments subject to payment	Campus Expansion
index are: Jl, July; Ag, August; S, September; O, October; N, November; D, December;	of life insurance	Controls: See Overall Controls
(Ed.), Editorial; (G.E.), Guest Editorial; (Q.A),	Endowments and equitable doctrine of	Courts: See Legal Decisions and Leg-
Questions and Answers; op., opposite.	cy pres	islation
	Taxation of employe pensions	Cummings, S. T., Centralized visual aids 0 84
Δ	Tax status of faculty room and boardJl 34	Cutler, William B., More and better in-
Accounting, better food cost control,	Book Reviews, from our bookshelf (Ed.)Jl 3	formation with bookkeeping machine 0 31
W. G. Morgan O 26; N 30 real job of accountant, G. C. Henrick-	Bookstores, inventory control system for	
senJ1 4	university bookstore, W. A. Baude N 8	
Administration, chat with office of edu-	should college operate its own book- store, C. A. Pettibone	Dairy Department Creamery: See Aux-
cation's George E. Van Dyke, H. W.	Bork, Herbert A., biographical sketchN 2	iliary Enterprises; Instructional and
Herman Jl 23 closed mind (Ed.) N 3	Plan your budget spadework now to	Research Departments
empire building (Ed.)	see you through next 10 yearsN 4	Deakin, Doris M., Mount Holyoke builds
in management of maintenance men,	Borromeo, Brother, How Notre Dame cut	five-story student residence
E. B. Farris O 38 it happens every fall (Ed.) S 3	fuel consumption	Dental and Medical Clinics: See Stu- dent Health Service and Hospital
plan your budget spadework now to	Bradley, Lewis A., biographical sketchAg 2 Getting most for money in textile buy-	Designs and Plans, apartments for Illi-
see you through next 10 years, H. A.	ing	nois married students and faculty,
Bork N 4	Brevard College, Brevard, N.C., com-	W. H. LyonsD 1
proper perspective (Ed.) N 3	posite form speeds registration 50	architectural models help to visualize
Admissions and Registration, composite form speeds registration 50 per cent,	per cent, H. Smith JrAg 10	building program, W. M. IngemannJl 1- assembly hall at Stephens, P. PhillipsD 2:
H. Smith JrAg 10	Brewster, Sam F., Engineering labora-	cafeteria completes its first year while
Alabama Polytechnic Institute, Auburn,	tories designed for Alabama Poly- technic Institute	construction work on residence hall
Ala., engineering laboratories, S. F.	Bridges, Gordon B., biographical sketchJl 2	proceeds, T. C. Morelock
Brewster 0 16	Installing snack barJl 31	than 30 minutes per meal, P. M.
Alumni: See Associations and Organiza- tions	Bucknell University, Lewisburg, Pa., how	Kohl D 2
Amherst College, installing snack bar,	to organize business office, D. L.	dairy building at University of Ver-
G. B. BridgesJ1 31	Ranck	mont, A. T. Granger AssociatesJl 1 dining hall at Denton, Tex., P. M.
Associations and Organizations, directory	to see you through next 10 years,	GerenS 2
ofJl 40, Ag 40, S 44, O 44, N 40, D 40	H. A. Bork	Elmira College builds 16 new faculty
public and alumni relations, D. W. Rich Jr	rational basis for budget allotments,	apartments, R. T. Bickford J1 2
staff junkets (Ed.) N 3	G. E. Gere	engineering laboratories designed for Alabama Polytechnic Institute, S. F.
travel budgets (Q.A.) D 34	ricksenJl 4	Brewster 0 1
Athletics, Olympic requirements are met	ricksen	first order of business in Denver's
by Ohio University's natatorium,	where are prices going, C. W. HayesJl 10	\$15,000,000 expansion program, R. ForerAg 1
L. F. Lausche N 22 refinishing swimming pool (Q.A.) 0 38	See also Finance Budolfson, F. N., Open door policyD 8	five in one, R. W. VahlbergN 1
University of Florida's new \$1,650,000	Business Organization, facts with punchJl 24	Hollins College builds annex for fine
gymnasium, D. K. Stanley O 20	how to organize business office, D. L.	arts, W. N. James
Audio-Visual Education, audio-visual cen-	RanckAg 6	larged student body, G. D. HansonS 1
ter, G. C. Rust	letters of power, R. Cashman	Mount Holyoke builds five-story stu-
Auxiliary Enterprises, dairy building	open door policy, F. N. Budolfson 8	dent residence, D. M. Deakin
serves production and manufacturing	real job of accountant, G. C. Henrick-	multistory building serves as labora- tory school, J. S. Glas and G. M. A.
needs of entire state, A. T. Granger	Tulane University designs new pur-	MorkAg 1
Associates J1 16 discipline and counseling in residence	chase order, H. T. PorterJ1 27	new foods building at Penn State,
halls J1 30	Butterworth, Arthur S., Keep it cleanAg 31	W. W. Bierly
Mount Holyoke builds five-story stu-		Richards D 1
dent residence, D. M. Deakin		Olympic requirements are met by
Feniey	Cafeterias: See Food and Food Service	Ohio University's natatorium, L. F. Lausche
service building at University of Cali-	Cashman, Robert, biographical sketchD 2	residence hall for 600 men, G. W.
fornia, G. F. Taylor O 13	Letters of power D 4	FenleyJl 1
	Chamberlin, Robert S., biographical	service building at University of Cali-
	sketchJl 2	fornia, G. F. Taylor
R	Grounds for maintenance and manage- mentJ1 7; Ag 27	focal point of campus life, F. Van
Baude, Walter A., biographical sketchN 2 Inventory control system for univer-	Cincinnati Conservatory of Music, cafe-	WageningenN
sity bookstore	teria system saves students more	University of Florida's new \$1,650,000 gymnasium, D. K. Stanley
Bemidji State Teachers College, Bemidji,	than 30 minutes per meal, P. M.	See also Plant Additions and Campus
Minn., multistory building serves as	Kohl	Expansion
laboratory school, J. S. Glas and	College Unions, medieval castle theme of student union, C. W. PriesAg 15	Dining Halls: See Auxiliary Enterprises;
G. M. A. Mork	Ohio State's new union building, J. N.	Food and Food Service
16 new faculty apartmentsJI 21	Richards D 17	Donald, William Goodricke, biographical
Bierly, Woodrow W., New foods building	small college union building serves as focal point of campus life, F. Van	sketch N Student health service N
at Penn State	Wageningen	Dormitories: See Auxiliary Enterprises:
Blackwell, Thomas E., biographical sketch S 2	Connolly, Vincent J. P., Are colleges	Plant Additions and Campus Expan-

snack bar	First order of business in Denver's	models help to visualize building
	\$15,000,000 expansion programAg 13 Franklin, Paul, Can colleges cooperate	program JI 14 biographical sketch JI 2
E	on fund raising (G.E.)N op. 1	Instructional and Research Departments, case for clear patent policy, T. E.
Edwards, Harlan H., Preservative treatment of wood	Funds: See Finance; Student Funds Furnishings, marking linens (Q.A.)J1 35	Blackwell
Elmira College, Elmira, N.Y., builds 16 new faculty apartments	· · · · · · · · · · · · · · · · · · ·	dairy building at University of Ver- mont serves production and manu- facturing needs of entire state, A. T.
Emory University, Emory University, Ga., where are prices going, C. W.	Garage A to the second second	Granger Associates
Hayes	Gallistel, A. F., To arrest deterioration of plant good maintenance practices	Alabama Polytechnic Institute, S. F.
Employment of Students: See Student	Gardner-Webb Junior College, Boiling	Brewster
Funds Endowments, are colleges good credit	Springs, N.C., small college union building serves as focal point of	Mork
risks, V. J. P. Connolly	campus life, F. Van Wageningen	inequalities, J. D. Williams (G.E.) O op. 1 toward professional growth (Ed.)Ag 3
well	Geren, Preston M., Dining hall at Den- ton, Tex., replaces two student din-	Insurance, college endowments subject to payment of life insurance, T. E.
ey pres, T. E. Blackwell N 11 English, William J., biographical sketch N 2	ing halls and public cafeteria	Blackwell
Salary trends in 352 colleges	Glas, John S., and Mork, Gordon, M. A., Multistory building serves as labora- tory school	Herman
Wenner N 27 replacing room keys (Q.A.) N 34	Gleason, Nellie, Operation and psychological problems of small college dining room	medical reimbursement insurance serves this metropolitan college bet- ter for less, J. F. White
	Government Agencies, Cardinal, Con-	Inventories: See Purchasing and Stores
Faculty: See Personnel	gressman and Mrs. F. D. R. (Ed.)	Ives, Frank A., biographical sketch
Farris, E. B., biographical sketch	issue regulations for transfer of sur- plus government property	
Federal Aid: See Government Agencies	tax status of faculty room and board, T. E. Blackwell	
Fenley, G. Ward, Residence hall for 600 men	Granger, Alfred T. Associates, Dairy building at University of Vermont	James, Willard N., Hollins College
Ferrey, Dorotha L., 20 points to be con- sidered in menu planning	serves production and manufactur- ing needs of entire state	builds annex for fine arts
Feyerharm, Robert W., biographical sketch	Grounds, grounds for maintenance and	maintenance men, E. B. Farris 33 training custodians, B. W. Merwin Ag 29
Machine bookkeeping and accounting for small colleges	management, R. S. Chamberlin	See Personnel; Plant Operation and Maintenance
Finance, are colleges good credit risks, V. J. P. Connolly	tenance Gustavus Adolphus College, St. Peter,	Job Training: See Personnel Junior Colleges, Gardner-Webb, Boiling
collecting for damages (Q.A.)	Minn., library has flex.bility to serve enlarged student body, G. D. Han- son	Springs, N.C., small college union building, F. Van Wageningen
plan your budget spadework now, H. A. Bork N 4 rational basis for budget allotments,		
G. E. GereAg 4	Hannah, John A., Are colleges facing	Key Control: See Plant Operation
regional pacts as answer to educa- tional inequalities, J. D. Williams (G.E.) O op. 1	possibility of overbuilding (G.E.)	and Maintenance Kohl, Peter M., biographical sketch
staff junkets (Ed.)	Hansen, Kathryn G., biographical sketch	Cafeteria system saves students more than 80 minutes per meal
operate on fund raising, P. Frank- lin (G.E.)	Hanson, Grant D., Library has flexibility to serve enlarged student body	
See Publicity and Public Relations; Reports; News of Month	Hayes, Charles W., biographical sketchJl 2 Where are prices goingJl 10	_
Fire Prevention: See Safety Programs	Health: See Student Health Service and	Lausche, L. F., Olympic requirements
Florida State University, Tallahassee, office procedure manual, R. K. Shaw	Heating and Power Plant, how Notre	are met by Ohio University's nata- torium
Food and Food Service, artistry in menu	Dame cut fuel consumption, Brother Borromeo	Lawns: See Grounds Legal Decisions and Legislation, Car-
making, F. A. Reading	Henderson, Algo D., Future prospects of private colleges (G.E.)	dinal, Congressman and Mrs. F. D. R. (Ed.)
gan	Henricksen, G. C., Real job of account- ant	case for clear patent policy, T. E. Blackwell
proceeds, T. C. Morelock	Herman, Harold W., Chat with George E. Van DykeJl 23	ment of life insurance, T. E.
than 30 minutes per meal, P. M. Kohl	How's your insurance program	Blackwell D 14 endowments and equitable doctrine of
dining hall at Denton, Tex., replaces two student dining halls and public	builds annex for fine arts, W. N. James	cy pres, T. E. Blackwell
cafeteria, P. M. Geren	Hospital: See Student Health Service and Hospital	tax status of college property, T. E. Blackwell
food purchases (Q.A.) N 34 food service employes (Q.A.) Ag 34 installing anack har G. B. Bridges JI 31	Hough, Claude L., Jr., Golden rule is right measuring stick for purchas-	Legislation: See Legal Decisions and Legislation
installing snack bar, G. B. BridgesJl 31 inventory control for snack bar, R. J.	ing agent	Libraries, library has flexibility to serve enlarged student body, G. D. Han-
Dumler Ag 26 keep it clean, A. S. Butterworth Ag 31	students and faculty, W. H. LyonsD 15 Elmira College builds 16 new faculty	son S 19 look at your library, F. A. Ives D 24
new foods building at Penn State helps to educate students' taste,	apartments, R. T. BickfordJl 21	Louthan, J. R., Introducing R.P.I.'s
W. W. Bierly	tax status of faculty room and board, T. E. Blackwell	finest D 10 Lyons, William H., Apartments for Il-
lems of small college dining room, N. Gleason		linois married students and facultyD 15
refreezing frozen foods (Q.A.)	Inc. to the same of the same o	
storing frozen foods (Q.A.)	Illinois Institute of Technology, medical reimbursement insurance, J. F. White. 8 15	11
planning, D. L. Ferrey D 29	Indiana University, rôle of dietitian,	Maintenance: See Plant Operation

Mallory, L. F., Let's not overlook inventory of plant assets	Pettibone, Carl A., biographical sketchD 2 Should college operate its own book-	PURCHASING AND STOKES, Cont. let's not overlook inventory of plant
Mechanical Accounting, machine book-	store	assets, L. F. Mallory D 6
keeping and accounting for small	Phillips, Charles F., Private college must	local purchases (Q.A.)J1 85
colleges, R. W. Feyerharm O 29	remain independent (G.E.)Ag op. 1	P.A. tells his story (Ed.)
more and better information with	Phillips, Peggy, Assembly hall at Ste-	Tulane University designs new pur- chase order, H. T. PorterJl 27
bookkeeping machine, W. B. Cut-	phens	chase order, at. a. rorder
ler 0 31	Plant Additions and Campus Expansion, apartments for Illinois married stu-	
Medical Clinics: See Student Health Service and Hospitals	dents and faculty, W. H. Lyons 15	
Merwin, Bruce W., biographical sketchAg 2	architectural models help to visualize	D
Training custodians	building program, W. M. IngemannJl 14	Kanck, Dayton L., biographical sketchAg 2
Mississippi State College, let's not over-	are colleges facing possibility of over- building, J. A. Hannah (G.E.)Jl op. 1	How to organize business officeAg 6
look inventory of plant assets, L. F.	assembly hall at Stephens, P. Phillips.D 21	Reading, Vivian A., Artistry in menu
Mallory D 6	cafeteria completes its first year while	making
Morelock, Thomas C., Cafeteria com-	construction work on residence hall	biographical sketch
pletes its first year while construc-	proceeds, T. C. Morelock	Rehder, T. M., biographical sketch
tion work on residence hall pro- ceeds O 24	first order of business in Den- ver's \$15,000,000 expansion program,	Working with students in food serv- ice
Morey, Lloyd, Controller is much more	R. Forer	Reneselaer Polytechnic Institute, Troy,
than chief accountant	five in one, R. W. VahlbergN 15	N.Y., introducing R.P.I.'s finest,
Morgan, Wendell G., Better food cost	Hollins College builds annex for fine	J. R. Louthan D 10
control	arts, W. N. James N 24	Residence Halls: See Auxiliary Enter-
Mork, Gordon M. A.: See Glas, John S.,	is now time to build	prises; Plant Additions and Campus
· jt. auth.	student body, G. D. Hanson	Expansion
Mount Holyoke College, South Hadley,	Mount Holyoke builds five-story stu-	Retirement: See Staff Welfare
Mass., builds five-story student resi-	dent residence, D. M. Deakin	Rich, Donald W., Jr., biographical
dence, D. M. Deakin S 17	multistory building serves as labora-	sketch
	tory school, J. S. Glas and G. M. A. Mork	Public and alumni relations 0 7
	new foods building at Penn State helps	Richards, John N., Ohio State's new
	to educate students' taste, W. W.	union building
N	BierlyAg 19	Ricker, Christine, We use student labor N 32
Negroes, can colleges cooperate on	Ohio State's new union building, J. N.	Rochester Institute of Technology, Rochester, N.Y., more and better infor-
fund raising, P. Franklin (G.E.)N op. 1 regional pacts as answer to educa-	Richards	mation with bookkeeping machine.
tional inequalities, J. D. Williams	Ohio University's natatorium, L. F.	W. B. Cutler 0 31
(G.E.) O op. 1	Lausche N 22	Rust, Grovenor C., Audio-visual center S 81
Nonacademic Employes: See Personnel	residence hall for 600 men, G. W.	biographical sketch
Northwestern University, establishes	FenleyJl 18	
standards for economical use of	service building at University of Cali- fornia, G. F. Taylor	
space, H. L. Wells S 4	small college union building serves as	
	focal point of campus life, F. Van	0
	Wageningen	Dafety Programs, campus safety meas-
	Plant Operation and Maintenance, blan-	ures (Q.A.)0 88
0	ket insulation (Q.A.)J1 35	introducing R.P.I.'s finest, J. R.
Office Management: See Administra-	climbing ivy problem (Q.A.)	Louthan
tion; Business Organization	dirt v. light (Q.A.)	Salaries: See Pay Roll; Personnel
Ohio University, Athens, Olympic re-	good housekeeping (Q.A.)	St. John's College, Winfield, Kan., in-
quirements are met by natatorium,	grounds for maintenance and man-	ventory control for snack bar, R. J. Dumler
L. F. Lausche N 22	agement, R. S. ChamberlinJl 7; Ag 27	Shaw, Robert K., biographical sketch 0 2
Ohio State University, new union build- ing, J. N. Richards D 17	how Notre Dame cut fuel consump- tion, Brother Borromeo	Office procedure manual
	in management of maintenance men,	Smith, Hall, Jr., biographical sketchAg 2
Organizations: See Associations and Organizations	E. B. Farris O 33	Composite form speeds registration 50
Over-All Controls, better food cost con-	keep it clean, A. S. ButterworthAg 31	per cent
trol, W. G. Morgan O 26; N 30	labor saving equipment, J. J. Wen-	Staff Welfare, taxation of employe pen-
inventory control system for university	preservative treatment of wood, H. H.	sions, T. E. Blackwell 0 32
bookstore, W. A. Baude N 8	Edwards	Standards, getting most for money in
	refinishing swimming pool (Q.A.)	textile buying, L. A. BradleyAg 23; S 33
	replacing room keys (Q.A.)N 34	golden rule is right measuring stick
	square feet per gallon (Q.A.)Jl 35	for purchasing agent, C. L. Hough Jr
D	to arrest deterioration of plant good maintenance practices are necessary,	is brick and mortar our greatest
Patents: See Instructional and Re-	A. F. Gallistel	weakness, H. L. Wells (G.E.)S op. 1
search Departments	washing rubber mats (Q.A.)	Northwestern University establishes
Pay Roll, salary trends in 352 colleges,	Porter, Harold T., biographical sketchJ1 2	standards for economical use of
W. J. English N 6	Tulane University designs new pur-	space, H. L. Wells
Peddie School, Hightstown, N.J., public	chase orderJ1 27	Stanford University, we use student la-
and alumni relations, D. W. Rich Jr. O 7	Pries, C. W., Medieval castle theme of	bor, C. Ricker
Pennsylvania State College, new foods	Student union	Stanley, Dennis K., biographical sketchO 2
building at Penn State helps to ed- ucate students' taste, W. W. BierlyAg 19	Principia, St. Louis, golden rule is right measuring stick for purchasing	University of Florida's new \$1,650,000
Personnel, controller is much more than	agent, C. L. Hough Jr D 12	gymnasium O 20
chief accountant, L. Morey	Privately Controlled Institutions, future	Statistical Studies, how's your insurance
empire building (Ed.) O 3	prospects of private colleges, A. D.	program, H. W. Herman 8 8
food service employes (Q.A.)Ag 34	Henderson (G.E.)	is now time to build
in management of maintenance men,	private college must remain independ-	look at your library, F. A. Ives
E. B. Farris O 33	ent, C. F. Phillips (G.E.)Ag op. 1	Northwestern University establishes standards for economical use of
introducing R.P.I.'s finest, J. R. Lou- than	Publicity and Public Relations, letters of power, R. Cashman	space, H. L. Wells
kudos for business manager (Ed.)Ag 3	proper perspective (Ed.)	salary trends in 352 colleges, W. J.
open door policy, F. N. Budolfson D 8	public and alumni relations, D. W.	EnglishN 6
our employes go to school, K. G. Han-	Rich Jr 0 7	where are prices going, C. W. Hayes J1 10
sen S 12	red herring (Ed.) Ag 3	Stephens College, Columbia, Mo., assem-
red herring (Ed.) Ag 3 rôle of dietitian, W. N. Wentworth D 27	Purchasing and Stores, food purchases (Q.A.)	bly hall at Stephens, P. Phillips D 21
staff junkets (Ed.)	getting most for money in textile buy-	Student Funds, working with students in
taxation of employe pensions, T. E.	ing, L. A. BradleyAg 23; S 33	food service, T. M. Rehder
Blackwell O 32	golden rule is right measuring stick	we goe student moor, C. Recker 02
toward professional growth (Ed.)Ag 3	for purchasing agent, C. L. Hough	Student Health Service and Hospital, medical reimbursement insurance
training custodians, B. W. MerwinAg 29	Jr	serves this metropolitan college bet-
uniforms for employes (Q.A.)	inventory control for snack bar, R. J. DumlerAg 26	ter for less, J. F. WhiteS 11
working with students in food service,	inventory control system for univer-	student health service, W. G. Donald N 12

Taylor, George F., Service building at University of California	University of Missouri, cafeteria completes its first year while construction work on residence hall proceeds, T. C. Morelock	Wells, Harry L., Cont. Is brick and mortar our greatest weakness (G.E.)
Tuition, refunding taition (Q.A.)	University of Notre Dame, how Notre Dame cut fuel consumption, Brother Borromeo S 27 University of Oklahoma, five in one, R. W. Vahlberg N 15	Wenner, James J., biographical sketchN 2 Labor saving equipmentN 2 Wentworth, W. Norris, Rôle of dietitianD 2 What's NewJl 64, Ag 64, S 82, O 80, N 76, D 68
Unions: See College Unions University of California, service building, G. F. Taylor	University of Vermont, dairy building serves production and manufacturing needs of entire state, A. T. Granger Associates	Wheaton College, Wheaton, Ill., audiovisual center, G. C. Rust
University of Cincinnati, labor saving equipment, J. J. Wenner	Vahlberg, Robert W., Five in oneN 15 Van Wageningen, Fred, Small college union building serves as focal point of campus life	White, Robert E., Discipline and counseling in residence halls. J1 30 Williams, J. D., Regional pacts as answer to educational inequalities (G.E.) O op. 1
\$1,650,000 gymnasium, D. K. Stanley O 20 University of Illinois, apartments for married students and faculty, W. H. Lyons D 15 grounds for maintenance and management, R. S. Chamberlin J1 7; Ag. 27	Wartburg College, Waverly, Iowa, medieval castle theme of student union, C. W. Pries	Yankton College, Yankton, S.D., ma- chine bookkeeping and accounting for small colleges, R. W. Feyer- barm O 2

